

ARMY/AIR NATIONAL GUARD TECHNICIAN ANNOUNCEMENT NON-BARGAINING UNIT



**HUMAN RESOURCES
OFFICE**
Washington National Guard
Building 33, Camp Murray
Tacoma, WA 98430-5130

Announcement number
09-264-ARNG/ANG
Opening Date
30 October 2009



Position Title, Series & Grade

Auditor (2 positions)
GS-0511-07/09/11/12

APPLICATIONS WILL BE ACCEPTED UNTIL 4:30 ON:

10 November 2009

SEE NOTE

PD Number:

70586000/ 70587000/
70588000/70285000

Location of Position:

USPFO-IR
Camp Murray

Baseline physical

An employment physical may be required within 90 days of employment per OSHA regulation and NGB* *this physical will be used to determine fitness and eligibility for continued employment.

Salary Range:

\$40,527 PA to \$52,687 PA
\$49,573 PA to \$64,445 PA
\$59,978 PA to \$77,966 PA
\$71,889 PA to \$ 93,451 PA

Website address:

http://mil.wa.gov/jobs/federal_job_ops.shtml

APPOINTMENT FACTORS

Area of Consideration

☒ **Area A – Nationwide Excepted:**
Anyone eligible for immediate enlistment and/or commissioning in the Washington Army and/or Air National Guard.

☒ **Area B – In-state Excepted:** All participating members of the Washington Army and/or Air National Guard.

☒ **Area C – In-service Excepted:** All presently employed permanent accepted technicians, indefinite excepted technicians, and AGR members with accepted technician reemployment rights to the Washington Army National Guard.

☐ **Area D – In-service Competitive:** All presently employed permanent competitive technicians of the Washington Army National Guard.

CURRENT BARGAINING UNIT STATUS

☐ Bargaining Unit
☒ Non-Bargaining Unit

Appointment Factors:

☒ Officer ☒ Enlisted ☒ Warrant Officer

☐ NDS (Competitive)

☒ Permanent ☐ Indefinite ☐ Temporary

Military Assignment & Grade Requirements

AFSC: 6FXXX **OBR:** 44A, 45A, 92A
WMOS: 420A, 920A, 920B **EMOS:** 92A, 92Y, 92Z **ECMF:** 42, 44
Applicants need not be assigned to the position or possess the MOS to apply or be considered for selection. Selected applicant must be assigned to a compatible Military position and attain MOS within 1 year of appointment action.

Military Grade Available:

E-1 to E-8 Air/ E-1 to E-9 Army
WO1 to CW5 Army/Air
O1 to O4 Army/ Air

Please note: Grade Inversion will not be permitted TPR 300 (302.7, change 8 para c)

Permanent Change of Station	
<input type="checkbox"/> PCS expenses are not authorized	<input type="checkbox"/> PCS expenses are authorized
<input checked="" type="checkbox"/> PCS expenses may not be authorized, however a waiver may be considered if determination is made that payment of PCS expenses would be in the best interest of the Washington National Guard.	
Minimum Requirements for Consideration	
<p>General Experience: A degree in: (a) Accounting or a related field such as business administration, finance, or public administration that includes or was supplemented by 24 semester hours (may include up to 6 hours of credit in business law) in accounting; (b) a combination of education and at least 4 years of experience in accounting; (c) equivalent combination of accounting experience, college-level education, and training that provided professional accounting knowledge; Certified Public Accountant or a Certified Internal Auditor obtained through written examination; or (d) completion of the requirements for a degree with major study in accounting, auditing, or a related field which includes substantial course work in accounting or auditing, provided that the applicant has successfully demonstrated the ability to perform work at the GS-11 or higher grade level. The applicant must demonstrate a good knowledge of accounting and of related and underlying fields that equals in breadth, depth and level.</p>	
<p>Specialized Experience: Must have 12 months for a GS-07, 24 months for a GS-09, and 36 months for a GS-11 and GS-12 of specialized experience which demonstrates possession of knowledge, skills, and abilities (KSAs) and personal characteristics that are necessary to the successful performance in this position. May be promoted to the next grade level (i.e. GS-09, GS-11, or GS-12) without further competition upon completion of an IDP.</p>	
<p>Other Requirements: Must have or be able to acquire a Secret security clearance. All Soldiers, civilian employees and contractor employees who drive Army-owned or leased vehicles must complete the Army Avoidance Course (AAC) training when they start working for the Army.</p>	
The following Selective Placement Factors (SPFs) will be considered in the evaluation process	
<p>Element I – Knowledge of federal accounting and/or property management concepts, practices, and techniques.</p>	
<p>Element II – Ability to independently gather, organize, evaluate and analyze complex data and make recommendations to improve effectiveness and efficiency of programs.</p>	
<p>Element III – Skill in utilizing professional accounting, property management, and auditing to facilitate oversight for implementing appropriate laws, directives and regulations.</p>	
<p>Element IV – Ability to communicate effectively detailed procedures, verbally and in writing.</p>	
<p>Element V – Skill to review automated accounting, financial and property management systems and identify potential control weaknesses in order to enhance system capabilities to track and report financial events and operational data used by local management.</p>	
SUMMARY OF DUTIES	
<p>This position is located in the United States Property and Fiscal Office (USPFO). Incumbent serves as an agent of the United States Property and Fiscal Officer on accounting, financial, property and managerial issues that require examination by a professional auditor. Performs quick response reviews, consulting and advisory services, risk management, liaison with external audit organizations, audit compliance and follow-up, and a variety of staff duties. Incumbent reports to the Internal Review Division Chief, but may receive guidance and directions from another IR Auditor if assigned. The incumbent performs a variety of internal review assignments of medium complexity that require ingenuity in applying conventional and advanced techniques in gathering and evaluating pertinent data. Utilizes professional accounting and/or property management audit skills to maintain oversight for implementing appropriate laws, directives, and regulations of internal control programs and procedures. Reviews automated accounting and financial systems and identifies the need for changes to enhance system capability to track and report financial reports and operational data used by local management. Performs a variety of internal review assignments of medium complexity that require ingenuity in applying conventional and advanced techniques in gathering and evaluating pertinent data. In direct coordination with responsible management officials, evaluates the validity of findings and recommendations identified by external audit agencies. Where the evidence does not support a proposed finding, negotiates for the command with the external audit agency to have the finding either withdrawn or amended. Performs other duties as assigned.</p>	

Employment Conditions

1. Technicians are paid through direct deposit/electronic funds transfer.
2. Males born after December 31, 1959, must be registered with the Selective Service Systems to be employed by the Federal Government.
3. Military Technicians are ineligible for enlistment, retention, and student loan repayment bonuses. Acceptance of a Technician position will terminate these incentives.
4. Military Technicians in the excepted service will wear the appropriate uniform while performing as a Technician.
5. Veteran's preference does not apply to National Guard Technician positions in accordance with Title 32 USC 709 (f)

Only the work Experience and Qualifications/Education you show on the OF612, Resume or SF 171 and SPFs can be used to evaluate your qualifications for this position. Carefully read and comply with instructions contained on the required forms.

HOW TO APPLY

1. Individuals who meet both the General and Specialized experience requirements may apply by submitting the following forms:
 - MIL Form 175 "Application for Technician Vacancy"
 - MIL Form 174 "Chronological Listing of Military Service"
 - OF 306 "Declaration for Federal Employment"
 - SF 181 "Race and National Origin Identification"
 - SF 256 "Self-Identification of Handicap"
 - Response to Selective Placement Factors (SPFs). Response to the SPFs is critical to the evaluative process.
 - One of the following:
 - a) OF 612 "Application for Federal Employment"
 - b) Personal Resume, with original signature or
 - c) SF 171 "Personal Qualification Statement". Whatever form is used, please only list experience related to the position you are applying for. IT IS CRITICAL THAT YOU LIST DATES (MM/YY) OF YOUR EXPERIENCE.
 - Crediting National Guard Experience: National Guard service may be credited as full-time experience when evaluated against the qualification requirements for a military technician position. EXPERIENCE MUST BE DIRECTLY RELATED TO THE POSITION AND DUTIES MUST BE DESCRIBED IN THE WORK EXPERIENCE SECTION OF THE APPLICATION. The level of experience will be determined by the actual duties and responsibilities performed.

(Please note: Complete and accurate data is essential to ensure fair evaluation of candidates. It is the applicant's responsibility to ensure the data is provided, accurate, and complete. Only the experience and qualifications you show on the OF 612, Resume, or SF 171 can be used to evaluate your qualifications for this position).

**To obtain forms online go to: http://mil.wa.gov/jobs/federal_job_ops.shtml

****Mail or Hand Deliver** forms to: HRO Attn: Staffing Section
Building 33, Camp Murray
Tacoma, WA 98430-5130

(Faxed and Scanned copies will not be accepted)

2. **INCOMPLETE APPLICATIONS or those received after the closing date WILL NOT BE CONSIDERED AND WILL BE RETURNED.**
3. College Transcripts MUST be submitted for professional positions or when substituting education for experience.
4. Applications will not be returned. Please make a copy of your application prior to submitting it to HRO.
5. **EQUAL OPPORTUNITY:** This position will be filled without regard to race, color, religion, age, gender, or any other non-merit factor consideration, selection, and placement of applications will be in accordance with Washington National Guard Placement & Merit Promotion Plan, WAARNG Regulation 690-4/WAANG Instruction 36-1010.

For additional information: HRO STAFFING SECTION
Phone (253) 512-7835
DSN 323-7835